



# Department of Purchasing & Contract Compliance

*Cecil Moore, Director*

Fulton County, GA

August 31, 2010

**Re: 10RFP265201C-AP, Ballot on Demand Printing**

Dear Proposers:

Attached is one (1) copy of Addendum 1 hereby made a part of the above referenced Invitation to Bid.

Except as provided herein, all terms and conditions in the Invitation to Bid referenced above remain unchanged and in full force and effect.

Sincerely,

Al Micah Phillips  
Assistant Purchasing Agent

**Addendum No. 1**  
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This Addendum forms a part of the contract documents and modifies the original RFP documents as noted below:

**The following information is a requirement for Bidders:**

**1). Response to Questions received on 10RFP265201C-AP, Ballot on Demand Printing**

**Proposal Questions:**

1. In Section 3.3.2, bullet 5 you specify at least 350,000 ballot for the 2012 election cycle and 75K for 2011. Please clarify the number of elections for 2012

(5 elections) and 2011 (2 elections with the possibility of special elections is circumstances dictate).

What percentage of the total ballots estimated for each year is designated for Early Voting ballots, Absentee ballots, Counter ballots, etc.?

20%

Also, what are the volumes for initial absentee and daily absentee bulk runs?

Varies by election; hard to predict the volume; the closer it gets to election the more the volume increases.

2. Section 3.3.9 – Bullet #5 – “On site support will be required during the preparation, mailing, return, and post election processing of absentee ballots, and for the preparation of, and during Early Voting.” Is the County looking for actual help / labor / support to process mail or simply to support the County as they are printing ballots for mailing?

The county is simple looking for the vendor to support the County as they are printing ballots for mailing- no actual help or labor is needed from the vendor.

3. Will the County allow remote access into the Sentio Ballot Printing Systems via a VPN or secure network for remote diagnostics?

Possibly, this would require coordination with our IT department and the user department.

4. What is the voter registration system currently used by the County?

We use the GA Secretary of State Voter Registration System which is a mainframe based application. We used Pitney Bowes as our Absentee Ballot Mail System.

5. How many early voting sites are there in Fulton County?

3-7 depending on the type of election. Major elections have more early voting sites than smaller municipal elections.

6. Section 3.4 – Bullet #1 – “The proposer will deliver and install all hardware, firmware and software necessary for the Ballot on Demand Printing system to process voters at each location.” Does this requirement include the proposer to provide transportation of each BoD unit to each Early Voting site during each election during the entire term of the contract, therefore requiring the cost proposal to include the costs associated with these deliveries, i.e. truck transportation and labor?

BoD will not be used at each early voting site. The BoD system will only be located in the main office of the Registration and Elections Department.

7. Section 3.8 – Price Proposal Ballot on Demand – A. refers to “services as stated in Section 2.0 – Scope of Services.” Please clarify if this is meant to refer to Section 3.3 Scope of Work. Section 2.0 does not seem to apply.

Yes; that is correct it should be in Section 3.3 Scope of Work.

8. Section 3.8 – Price Proposal Ballot on Demand – Will the County require purchase or lease pricing for the BoD units?

Purchase price only. Please include and any costs for licensing, warranty, maintenance and/or service agreements as well.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the Bid due date and time **September 8, 2010 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title